

PUBLIC SAFETY COMMITTEE MEETING MINUTES
JUNE 27, 2023

PUBLIC SAFETY COMMITTEE MEMBERS PRESENT: Wilson, Hogan, Haff, Hicks, O'Brien, Clary

PUBLIC SAFETY COMMITTEE MEMBERS ABSENT: Rozell

SUPERVISORS: Henke, Hall, Skellie

Debra Prehoda, Clerk of the Board

Al Nolette, County Treasurer

Roger Wickes, County Attorney

Melissa Fitch, County Administrator

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – May 30, 2023
3. Department Reports/Requests:
 - A. Sheriff
 - a. Recognize Byrne Jag Grant form DCJS - \$25,000
 - b. Fort Ann SPO Contract
 - c. Staffing Pattern Change – Addition of SPO Officer
 - B. District Attorney
 - a. Permission to Recognize Office of Victims Services Grant - \$144,773.01 10/1/23-9/30/24
4. Other Business
5. Adjournment

Chairman Wilson called the meeting to order at 1:00 P.M. in the Supervisors' Classroom Room B214, Municipal Center, Fort Edward, New York.

A motion to accept the minutes of the May 30, 2023 meeting was moved by Mrs. Clary, seconded by Mr. Hogan, and adopted.

DEPARTMENT REPORTS /REQUESTS:

SHERIFF – Undersheriff Winchell addressed the following items with the committee:

- DCJS Byrne Jag Grant – Recognize \$25,000 – This is federal money they apply for and is used to purchase police equipment. A motion to amend Sheriff's Department budget to recognize DCJS Byrne Jag grant in the amount of \$25,000 was moved by Mr. Hogan, seconded by Mr. O'Brien and adopted.
- Fort Ann Special Patrol Officer (SPO) Contract – A motion to amend salary schedule to establish salary for Fort Ann Special Patrol Officer and forward to the Finance Committee was moved by Mr. Hogan, seconded by Mr. O'Brien and adopted.
- Staffing Pattern Change – Addition of SPO – Hoping to add another Special Police Officer position to the Staffing Pattern for the next school year; September 2023. They have gotten inquiries from several schools, Salem, and Fort Edward. The Greenwich SPO is out on a long term disability and using someone part-time to fill in. Motion to amend Staffing Pattern to add a Special Police Officer and forward to the Personnel Committee for consideration was moved by Mr. O'Brien, seconded by Mr. Hogan and adopted.
- Livescan Upgrade – Requesting to amend budget in the amount of \$15,110 for Livescan upgrade which they anticipated Information Technology was going to but in their budget but it was left out. The Sheriff's Department is the last police agency on the old Livescan system right now so when they put information in it still works but they do not have access to anybody else's repository and they do not have access to our repository. This upgrade will include the Sheriff's office, Jail, road patrol and Salem substation. He negotiated the best deal that he could. The Sheriff worked with the Treasurer and identified a couple of accounts that he has actually done better than budget on. No impact on county budget. Motion to forward budget amendment to upgrade Livescan in the Sheriff's Department in the amount of \$15,110 to the Finance Committee was moved by Mr. Hicks, seconded by Mr. O'Brien and Mrs. Clary, and adopted.

- The contract with Fort Edward for police coverage starts Saturday July 1st.

DISTRICT ATTORNEY – Tony Jordan, District Attorney, addressed the following items with the committee:

- Permission to Recognize Office of Victims Services Grant - \$144,773.01 – The District Attorney's Office has a three-year state grant for their victim services office with the funds awarded annually. The grant award amount for the period October 1, 2023 through September 30, 2024 is \$144,773.01. A motion to amend budget to recognize Office of Victim Services grant award for the period October 1, 2023 through September 30, 2024 in the amount of \$144,773.01 was moved by Mrs. Clary, seconded by Messrs. O'Brien and Hogan, and adopted.

OTHER BUSINESS:

Animal Control – Chairman Wilson mentioned that animal control services are being looked at, not dog control. Animal control where the District Attorney, Sheriff or another department may need services such as housing for animals that fall under a criminal instance and we are obligated to take care of them. The SPCA is not doing well financially right now and not taking on these services right now. If an issue with animal control came up right now the Sheriff or District Attorney would be looking for someone to provide those services. Need to come up with a solution. Warren County put out an RFP and that is something Washington County might have to do to see what services are out there and it is really for criminal abuse cases. Looking at possibly a contracted service like dog control at the town level. As far as usage of these services, the County Administrator provided the following information: probably about four times three years ago, five times two years ago and nothing this year. The SPCA was looking for \$180,000 annually and not interested in contracting on a case by case basis. Chairman Wilson stated he just wanted to inform the committee that this problem is on the horizon and will have this topic on the agenda for the next meeting with hopefully more information on some other options. Encouraged anyone with ideas on how to address this issue to contact him.

Proclamation – Chairman Henke stated he plans to issue a proclamation recognizing the Sheriff Deputies efforts in diffusing a recent incident at the Sheriff's Office involving someone with a shotgun threatening suicide.

Public Safety – Glen Gosnell, Director, addressed the following item:

- Master Service Agreement RFP – From the RFP issued requesting to award Master Service agreement. They had one respondent, Tetra Tech, who met all of the qualifications both ours and the State's. Motion to award Master Service Agreement to Tetra Tech was moved by Mr. Hogan, and seconded by Mr. O'Brien. Discussion. They will develop planning exercises and anything that they have to do with their grants that is required. Review all the county-wide emergency plans to ensure they are all up to date and complaint with the state and federal mandates. This is a three year contract and all of their planning and exercises are grant funded. Motion to award Master Service Agreement to Tetra Tech and forward to the full Board for approval was moved by Mr. Hogan, seconded by Mr. O'Brien, and adopted.

The meeting adjourned at 1:29 P.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors



Office of Victim Services

KATHY HOCHUL
Governor

ELIZABETH CRONIN, Esq.
Director

Washington County District Attorney's Office
383 Broadway, Building C
Fort Edward NY 12828

RE: Contract Number C11416GG

DATE: June 14, 2023

Year 2 Contract Period: 10/1/23-9/30/24

Dear Colleague:

The Office of Victim Services (OVS) previously awarded your program a grant for the period October 1, 2022 through September 30, 2025. It is now time to submit and finalize your budget for year 2 of this grant, which covers October 1, 2023 through September 30, 2024.

Your award amount for the 2023-24 contract year is: ~~\$14,743.00~~

All budget submissions need to be completed in the Grants Gateway. Paper submissions will not be accepted. Since data entered into the budget for year 1 expenses will automatically be carried over in the Grants Gateway to year 2, this should be modified accordingly. Please enter your 2023-24 budget in the "Expenditure Budget" section of the "Forms Menu" in the Grants Gateway.

Accompanying this award letter please find a checklist and other forms you may need. The relevant forms should be uploaded into the "Grantee Document Folder" located in the "Forms Menu" of the Grants Gateway.

Please note that match continues to be waived for this contract year. As a result, budget submissions will be accepted excluding match.

Please submit all necessary documents in the Grants Gateway by the close of business on July 14, 2023.

On behalf of the Office of Victim Services and the Grants Unit, we look forward to continuing our shared efforts to serve innocent victims of crime in New York State.

Sincerely

Kathleen Joslin

Kathleen Joslin
Contract Management Specialist 3
New York State Office of Victim
Services